

Burrillville Extended Care (BEC)

Board of Directors

Minutes

September 6, 2011

Called to Order and Attendance/Review Agenda:

Meeting called to order-by Juliette Lopez-Recinos 6:35 p.m.

**Members Present-Juliette Lopez-Recinos , Dr. David Van Dyke,
School Committee Member Mary Karmozyn,**

**Members Absent- Christine Hammond, Jennifer Briere, Newt Steven
and Town Council Liaison Kevin Heitke, Esq.**

**Others Present: BEC Program Directors Lisa Nault and Kelly
Cournoyer; Parks & Recreation Director, Cheri Hall**

Minutes of the June 6, 2011 regular meetings to be accepted:

Minutes of the June 6th meeting to be postponed for a quorum.

Welcome:

Juliette Lopez-Recinos welcomed all board members. The Director informed the board that Christine Hammond has resigned and we have another parent in mind to fill the position. A notice was sent to the town council. Kelly Cournoyer gave the parent an application to be on the board.

Good and Welfare:

None

Old Business:

1. Program Updates-

The Director informed the board of her retirement and has been working with the Town Manager in regards to Burrillville Extended Care. The Director shared with the board the potential of the Manager to announce Kelly Cournoyer as the Director of the program and Lisa Nault as possible Assistant Director. The Director stated that the Programs Directors are ready to take on the responsible of running the program.

2. Financials –

Kelly Cournoyer informed the board that the financials were not up to date, and that taxes and benefits have not been taken out. Kelly explained the uncategorized expenses of \$12,400.00 for the purchase of the car and registration. Dr David Van Dyke questioned the 10,000 utilities and why it was so high. It was explained explained that \$5,000 of that paid to the school department for utilizing the schools. Dr David Van Dyke also questioned why we were over budgeted on field trips. Kelly Cournoyer explained that the cost of trip locations have gone up.

New Business:

1. Emergency Plan -

The Director informed the board that Kelly Cournoyer and Lisa Nault have been working on an Emergency Plan for the program. After review by the Director it will be forwarded to the Town Manager for additional review and/or possible revisions. When finalized, a copy will go to the police and fire department to keep on file. Mary Karmozyn suggested we review the school department policy.

2. Summer Program -

Lisa Nault informed the board that the summer ran great and we had an average of 100 children a day. Kelly Cournoyer reported to the board that the staff were great this summer. BEC advertised at local collages and received a great deal of response to our ads. Mary Karmozyn advised us to hire more local employees where possible because families are struggling and gives more job opportunity to our community.

3. Fall Program Stats -

Kelly Cournoyer handed out our fall program stats to the board. Kelly Cournoyer informed the board that to balance out the number of children at the sites the k-1 children now go to the Callahan Site. Steere Farm Site has a total of 95 children enrolled and Callahan has a total of 80 children enrolled.

Juliette Lopez-Recinos asked if we had heard anything from the Coalition in regards to the afterschool program for grades 6th-12th. Mary Karmozyn informed the board that the coalition made a

presentation to the school committee and the committee referred them to the superintendent office.

Meeting adjourned: Adjourned at 7:13 pm

**Next Meeting: Tuesday, December 6, 2011, 6:30 p.m., Burrillville
Parks &
Recreation Offices; 92 North Main Street, Pascoag,
R.I.**

Submitted by:

Lisa A Nault

Burrillville Extended Care Co-Director/Site Coordinator